Cuyahoga Community College
Health Careers and Sciences
Occupational Therapy Assistant Program
Metropolitan Campus

STUDENT HANDBOOK
Academic Year 2014-2015

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3.4 DISMISSAL FROM THE OTA PROGRAM

A student may be dismissed from the OTA Program the following reasons:
1. Failure to adhere to the college procedure 3354:1-30-03.5 Student Conduct Code.

2. The Student Conduct Code applies to students when in classroom, clinical sites and field experiences.

3. Being under the influence of alcohol or drugs on campus, at a clinical site, or any other program related activities.

4. Any form of unprofessional behavior on campus or at an off-campus assignment, including, but not limited to, the use of profane or vulgar language, hostility, insubordination, demonstration of uncooperative or negative attitude toward College faculty, clinical instructor, patients, or fellow students.

5. Failure to maintain confidentiality of patient records or violation of HIPAA regulations.

6. Failure to maintain appropriate patient records at the health care facility to which assigned.

7. Accepting gratuities from patients.

8. Engaging in unethical or unsafe behavior at a clinical site, in the classroom, laboratory, or any other program related activities.

9. Violation of College or Program procedures.

If a student is dismissed from the program for any of the above reasons, he or she will not be not be given the privilege of applying for re-admittance into the OTA Program and may be precluded from admission to another Health Careers Program. The student may also be charged under college procedure 3354:1-30-03.6 student judicial system.

3.5 ACADEMIC DISMISSAL

A student may also be withdrawn from the program for the following reasons:

1. Excessive absenteeism: missing more than one week of a class.

2. Excessive tardiness

3. Failure of a program course or a prerequisite course.

4. Failure to demonstrate professional behaviors.
A student may apply for re-admittance into a Health Career Program if he or she is withdrawn for the above reasons. The student must follow the Re-admittance Policy of the program into which he or she is seeking re-admittance.

* Dismissal means the involuntary and total separation of a student from the College.

• Students who are dismissed from the OTA Program will receive written notice from the Program Manager.

3.6 STUDENT CONDUCT CODE

The student will abide by the Student Conduct Code. The student agrees not to receive or give aid during examinations. The student agrees to conduct him/her self honestly in all clinical and laboratory procedures. The student agrees to work alone on assignments unless otherwise indicated. This includes giving aid to student partner during laboratory practical examinations. Failure to abide by this Code will result in dismissal from the program.